

- Welcome to Bethlehem Tertiary Institute! We are glad you have chosen to join us here in Tauranga.
- We hope you will find this information sheet useful for making your stay more enjoyable.
- Please feel free to talk further with the Homestay Coordinator or International Coordinator if you have questions or difficulties.

What is Homestay?

Homestay is the type of accommodation provided when a student boards in the home of a family, couple or single person seven days a week. The expectation is that you will be considered 'part of the family', which may include helping with light household chores at times.

There are many different kinds of families:

- parents with children or teenagers
- married couples with no children
- mothers with children
- elderly couples
- single women

BTI aims to place students as near to the Institute as we can find, preferably no more than a half hour bus ride away.

The weekly charge covers all meals, power, adequate heating, and water.

Checking Homestay providers

BTI has an International Student Coordinator and/or Homestay Coordinator who organises and monitors homestay accommodation for international students.

Every family offering Homestay is personally interviewed by a BTI representative before being added to our database. We choose families who are friendly and are able to provide good quality accommodation.

The offered accommodation is checked to ensure it meets a minimum standard so that our students live in a safe, comfortable and welcoming environment.

All those aged 18 or over in the host family have to undergo a police check as part of our process to ensure your safety.

A BTI representative will keep in contact with the Homestay hosts and students to ensure an ongoing quality experience.

Since BTI is a signatory to the Ministry of Education's Code of Practice for the Pastoral Care of International students, all homestay hosts are required to adhere to the Code. A summary of the Code is available for you to read at <http://www.minedu.govt.nz/NZEducation/EducationPolicies/InternationalEducation/ForProvidersOfInternationalEducation/CodeofPracticeforInternationalStudents/SummaryCodeOfPractice.aspx>

Students are provided with:

- A safe, clean, comfortable home
- A bedroom to yourself
- Facilities - a bed, bedding, wardrobe, desk or table, lamp, chair, and storage place for personal belongings. Some hosts may provide towels.
- Three meals a day, seven days a week, plus appropriate access to snacks
- Heating as needed
- Use of living areas within the residence.
- Access to a washing machine for personal laundry
- Bathroom facilities
- A house key
- A street map
- Instructions on how to get to BTI

Changing accommodation

BTI anticipates that you will stay with your homestay family for the whole of the time you are here, unless you say that you intend to do otherwise at the start. However, if you are unhappy there, please talk first to the Homestay Coordinator and/or International Coordinator to discuss the situation before making any decision to leave.

If it seems best after that that you move elsewhere, we ask you to give your hosts **TWO weeks notice**. Board payments should be made up to the time you leave.

If your hosts are unhappy with you being there for some reason, we also ask them to talk to us before making any decision. If it then seems best that you move elsewhere, we ask them to give you **THREE weeks notice** to find another place to stay.

Money questions

Students are asked to pay board payment to their host family at least one week in advance. This should be arranged with a bank as soon as possible after you arrive in NZ.

If students go elsewhere for one full week or more of the holidays, a reduced rent may be negotiated with the homestay family (probably about 50%) for the duration of the time away if you wish to return.

Before you come, check with banks about charges to transfer money to NZ, or costs to take money out.

Emergencies and crises:

- For emergencies during business hours, please call the BTI Office on (07) 579 1702.
- If this line is busy, call the International Coordinator on (07) 579 1729.
- If it is a serious matter involving a medical and/or police emergency, please dial 111 for the appropriate emergency services **before** contacting BTI.

Key people to contact at BTI if you need help or advice

Mrs. Ruth Smith
International/Homestay Coordinator
Module 2
Bethlehem Tertiary Institute
Elder Lane
Bethlehem, Tauranga 3110

Phone: 07 579 1729
Email: r.smith@bti.ac.nz

Reception
BTI Office
Module 1
Bethlehem Tertiary Institute
Elder Lane
Bethlehem, Tauranga 3110

Phone: 07 579 1720
Email: reception@bethlehem.ac.nz

Living with a NZ family

Students must obey the laws of New Zealand.

Students are accepted as members of the homestay family. This will bring both privileges and responsibilities.

We encourage you to be open and respectful in talking to your homestay family, and sensitive to them, for example in when you use the phone, and for how long.

We suggest that early in your stay, you and your hosts discuss the following areas, plus any others that arise:

- Payment of board, including if you are away
- Use of the Internet (if available)
- Use of the phone – length of calls; when is best for you or others to ring ...

- How you will pay for your toll and / or mobile phone calls?
- Washing and ironing your clothes – will you do it? Will they do it? How to use the machines; where to hang wet clothing...
- Cleaning, or any household chores
- Heating
- Water use and length of time in showers or bath (in Tauranga, we have to pay for all water use, and some homes have cylinders that hold limited amounts of hot water)
- Meal times and expectations
- The use of the TV, DVD, VCR...

We recommend the use of an international phone card to make international calls. These can easily be bought from supermarkets or dairies.

Try to join in the life of the host family, offering to help where possible. We ask that you are helpful, considerate and pleasant at all times.

Food

- Please let your host know straightaway if you have any food allergies
- We encourage you to try to eat whatever is offered – tasting new foods is part of your NZ experience!
- You may like to offer to cook a meal for your hosts
- If you are from a colder country, you may find you need to drink more water here, particularly in summer.

Transport

- Our expectation is that you will make your own way to BTI, whether on foot, by hopper bus, bike or... It is not part of your homestay host's responsibilities to take you there and back.
- Until you know where you live, take the address with you to show to bus drivers
- Once you receive your student card, you will be able to get student discounts on the buses

Things to bring with you

- Remember that NZ is in the southern hemisphere - our summer is December-February; our winter is June-August. Bring appropriate clothes for the time of year, including warm ones for winter – many houses here are not centrally heated!
- Sunglasses - our light is very clear and quite glary – you may need sunglasses even in winter
- Sun block – or buy some here.
- A plug adaptor for any appliances
- Some NZ currency (or you can change some at the airport)
- An International drivers' license, or the license from your home country if you are a full driver, and if your country's driving license is accepted in NZ for a year if you think you may want to drive here.
- Cell phone – you may be able to get a SIM card for NZ when you come
- Photos of your family
- A recipe from your home country that you can cook!